

**MILLSTONE TOWNSHIP HISTORIC PRESERVATION COMMISSION**  
**ZOOM MEETING**  
**7:30**  
**July 20, 2023**  
**Meeting Minutes**

**CALL TO ORDER**

- This meeting was called to order by Commissioner Chair Butch at 7:37PM

**FLAG SALUTE**

**ROLL CALL**

- Attendees: Commissioner Bruins, Commissioner Muhammad, Commissioner Ragosa, Commissioner Butch, Commissioner Blackwell
- Absent: Commissioner Castagliola, Commissioner Onitiri
- Guest in Attendance: N/A

**CORRESPONDENCE**

- 964 Perrineville Road inquiry about demolition
  - See “NEW BUSINESS” for more details

**COMMITTEE REPORTS**

1. NJ Heritage Tourism Grant
  - a. Second Stakeholders Meeting June 20
    - i. HRI sent final plan document for the Interpretive Plan
      1. Commissioner Butch will send out the full report for review
    - ii. HRI needs to send signage updates and information so HPC can review
    - iii. HPC will review minutes from the Stakeholders meeting from June 20 at the next meeting
  - b. Preservation grant
    - i. Siding on Baird Homestead has been removed.
      1. The kitchen area has rotting wood that needs to be replaced before we can complete project
  - c. NJHT marketing grant
    - i. Will not hear anything until September
2. Historic Scenic By-ways
  - a. N/A
3. Oral History
  - a. N/A
4. Education
  - a. N/A

## **NEW BUSINESS**

1. Tannery Easement
  - a. Commissioner Butch went over sample easement with Commission
  - b. Commission will wait for a response by the Township on the language for the easement
2. 107 Millstone Road acquired for demolition and repairs
  - a. Owners would want to remodel it
    - i. Township ordinance does not mention anything about alterations
  - b. The owners will need to comply with construction department
3. 964 Perrineville Road Demolition
  - a. House is identified in the Township's Masterplan and the Monmouth County Historic Sites Inventory
  - b. Historic Sites Inventory says that any resource that is identified in the Inventory needs to be included in the respective town's Masterplan
  - c. HPC will need to make sure no government money has been used for the home
  - d. August 8 at 5:00 Commission will visit home for any identifying features that it would like to keep and evaluate its current condition before any further work can be done
4. Resources on Inventory and/or Masterplan
  - a. For resources on the Inventory and/or Masterplan list that want to demolish the HPC will need to hold a public hearing before demolition work can proceed
    - i. Public needs to be notified of the meeting at least 10 days prior
    - ii. People who need to be notified specifically about this hearing is the Monmouth County Historical Society, Monmouth County Heritage Committee, Monmouth County Association, State Historic Preservation Office, Monmouth County Parks System, and the Friends of Millstone Township Historic Registered Properties
    - iii. Need to consider 1-10 matters after we see the property
  - b. After public hearing, HPC will need to act on the consensus and say what the conditions are required before demolition can occur
  - c. What needs to be discussed at next meeting:
    - i. Nail down procedure down
    - ii. Implement procedure
    - iii. Discuss site assessment
    - iv. Set the hearing
    - v. Prepare for the meeting
    - vi. HPC needs to receive an official application from applicant

5. HPC received the 4 books that were approved for purchase in June
6. Livestock Show was held by the Friends group
  - a. Youth show with education involved
  - b. Desire to repeat the show for next year last weekend of June 2024
7. HPC will discuss at August meeting when a trip to the Walnford Gristmill will be
8. Commission members want to be more involved in the behind the scenes of progress other members have been making
  - a. Commissioner Butch will send out portion of the chapter books that have been written thus far
    - i. Elizabeth Conover story
    - ii. Portion of Windmill story
    - iii. Portion of Patience Tract story
      1. HPC wants more discussion of Underground Railroad
      2. HPC wants section of the story of quilts of how they portrayed information without speaking
  - b. Want to do 4 book on Woodville and AME Church
    - i. Can combine story of Cathrine Conover and Woodville and AME Church
  - c. Commissioner Muhammed will get together with other individuals from Woodville community to document the small farming family in Woodville and oral history and documentation
    - i. Can fill in with just general information with general Black experience during this time and experience in relation with the environment and time
    - ii. Commissioner Butch will send Commissioner Muhammad information on the deeds
    - iii. Strong veteran component in cemetery
    - iv. Commissioner Butch will send commissioner Muhammad newspapers articles
9. Millstone Day
  - a. Held in Millstone Park
  - b. HPC to discuss involvement with Millstone Day
10. Commissioner Butch will write interim preservation report for siding of Baird Homestead
11. Commissioner Bruins' son will be blacksmithing at the Monmouth County Fair on behalf of HPC and Friends group
12. Commissioner Ragosa has paint samples for Baird Homestead that Friends and HPC will need to decide and vote on

## **ANNOUNCEMENTS**

- July 26-July 30- Monmouth County Fair
- September 10- Millstone Day
  - Begins around 12 but setup at 11
- John Fabiano has officially retired from his duties

**MOTION TO ADJOURN**

- Having no further business, Commissioner Bruins adjourned at 8:40PM. Commissioner Ragosa second that motion in which the meeting was concluded.

**NEXT MEETING**

- August 17, 2023

Meeting Minutes taken by Historic Preservation Commission's Secretary, Grace A. Ragosa